



COUNTY OF LOS ANGELES - DEPARTMENT OF MENTAL HEALTH
CHIEF INFORMATION OFFICE BUREAU – ENTERPRISE APPLICATIONS

**Mental Health Integrated System
NETWORK CONNECTIONS FOR
CONTRACTED MENTAL HEALTH AGENCIES
(Short-Doyle Medi-Cal, Fee-For-Service Network Providers and Pharmacies)**

Access to the Integrated System (IS) data is required of all LAC-DMH Network providers who render direct clinical services to clients within the county's mental health system of care.

The County and DMH provide Internet based access to the County Internal Services Department (ISD) Downey Data Center where the Integrated System (IS) application is maintained.

Internet Access

Interaction with the integrated System will be dependent on the Providers' technology capabilities for Electronic Data Interchange (EDI) or Direct Data Entry (DDE) and access to the Internet.

- DDE – Browser based access over the Internet (RSA SecurID Card required)
- EDI – Secure File Transfer over the Internet
 - Digital Certificate required (See Trading Partner Agreement)

There is no RSA SecurID card or usage charge. Provider is responsible for establishing and maintaining their own Internet access.

To select Internet based access, completed an Application Access Form, a **County of Los Angeles Downey Data Center Registration For Contractors/Vendors**, and Agreement For Acceptable Use and Confidentiality of County's Information Technology Assets, Computers, Networks, Systems and Data (AUP) then submit to CIO Bureau/Systems Access Unit.

Recommended PC configuration: Pentium 500 MHz processor/Windows 2000 or higher, Internet Explorer 5.5 or higher with 128 bit encryption, 128 MB RAM, 4 GIG fixed disk drive.

MEDS Verification

Medi-cal eligibility verification is available via the State's web site

www.medi-cal.ca.gov and POS device. Providers must have a State issued User ID and Password. Users may call the POS Help Desk at 1-800-427-1295 for assistance with logging onto this website and POS device problems.

IS ACCESS REGISTRATION FORMS

For on-line data entry, ***each staff requiring access to IS data must complete the following three forms*** for acquisition of an IS/Logon ID and Password.

1. County of Los Angeles Downey Data Center Registration/For Contractors/Vendors. (Complete Profile Information, under SecurID Remote Access, select Device Type, lines 28,). Complete Lines: 29, 30, 31, 32 and 33. **Please leave box 34 blank.**
2. County of Los Angeles Agreement For Acceptable Use And Confidentiality Of County's Information Technology Assets, Computers, Networks, Systems And Data Form (AUP).
3. Application Access Form (Complete Report Type, Applicant Information, Role, Select Class Code & Authorized Provider No., Select Application Access, and Signatures).
4. Confidentiality Oath Form (this must be maintained in the agency's personnel folder).

Send completed forms (1, 2 and 3) to Department of Mental Health, CIOB/Information Security Division-Systems Access Unit, 695 South Vermont Avenue, 6th Floor, Los Angeles, CA 90005.

IS Logon ID, password, logon procedures and SecurID card will be mailed to the user in a confidential envelope in care of the Contact Person listed on the Application Access Form.

Questions regarding access, forms, or training, should be directed to the CIOB/Customer Support Help Desk at (213) 351-1335.